



Audio/Video Specialist I

Details

Job ID : 409

Title : Audio/Video Specialist I

Job Code : 935

Salary : \$2,366.00 (Monthly)

Grade : 9

Tenured : YES

Job Departments

- Technology Services

Purpose

RESPONSIBLE FOR ENSURING COURTROOM AUDIO/VIDEO RECORDING IS PROVIDED TO ALL KENTUCKY COURTS BY DRAFTING INSTALLATION PLANS, SCHEDULING MAINTENANCE ON VARIOUS EQUIPMENT STATEWIDE, RESEARCHING NEW AUDIO/VIDEO TECHNOLOGY, AND OVERSEEING THE PROPER INSTALLATION OF EQUIPMENT.

Required Qualifications

Education : 4 Year College Degree

Education Substitute : Experience for Degree @ 1:1

Experience : 2 Years of Related Experience

Job Required Knowledge

- BASIC UNDERSTANDING OF AUDIO / VIDEO EQUIPMENT

Job Skills/Abilities

- VALID DRIVER'S LICENSE
- LIFT AND CARRY AT LEAST 50 POUNDS

Job Duties

- COORDINATE AUDIO/VIDEO EQUIPMENT INSTALLATIONS, MAINTENANCE, ORDERS
- MAINTAIN PROPERTY ACCOUNTABILITY RECORDS
- ENSURE NECESSARY EQUIPMENT IS PROPERLY STOCKED
- MAINTAIN RECORDS SHOWING STATUS OF EACH LOCATION
- DRAFT AUDIO/VIDEO INSTALLATION PLANS
- DESIGN INTEGRATION OF TECHNOLOGIES AND INFRASTRUCTURE FOR THE DESIRED WORK PRODUCT
- MAKE RECOMMENDATIONS FOR NEW EQUIPMENT
- PROVIDE TRAINING TO ELECTRONIC TECHNICIANS
- OTHER DUTIES AS ASSIGNED